



INDIANA'S 21st CENTURY SCHOLARS

COLLEGE SUCCESS GUIDE

A program of the **Indiana Commission for Higher Education** and **Learn More Indiana**

**SCHOLAR,
NOW IS THE TIME!**



IMAGINE

WITH ALL YOUR MIND.

BELIEVE

WITH ALL YOUR HEART.

ACHIEVE

WITH ALL YOUR MIGHT.

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My name is Janelle.

*I'm a Scholar and I'm
working toward a career
in broadcasting and
telecommunications.*

*I can't wait for
college and all of
the opportunities
it will bring!*



Dear Scholar,

Congratulations! You are on your way to college and career success.

Your college career is about to begin, and the road ahead will present many challenges and opportunities. It may take you some time to get used to the demands of college classes and studying, learn how to manage your time and money, and figure out how to balance work and extracurricular activities.

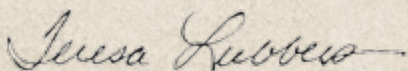
This guide is a resource with answers to many of the questions and concerns you might have about college. How much time should you devote to studying each day? What should you do if you're struggling in one of your classes? What can you do for fun? Where should you go if you have questions about your 21st Century Scholarship?

The following pages will provide information to help you adjust to college and meet the requirements for maintaining your 21st Century Scholarship. You'll learn about the many campus programs, resources and services your college may offer to support you academically, financially and personally.

But don't sit back and wait for others to come to you. Seek help when you need it, ask questions when you don't understand, and always look for opportunities that will help you reach your goals.

Remember, the work you put in the next few years — inside and outside the classroom — will result in great payoffs in your life and career. Keep your graduation date in sight, know you can make it and stay committed to completing college.

Best of luck, and enjoy your college experience!

A handwritten signature in dark ink, reading "Teresa Lubbers". The signature is fluid and cursive, with a long horizontal stroke at the end.

Teresa Lubbers
Indiana Commissioner for Higher Education

Maintaining your 21st Century Scholarship

YOU MUST FULFILL CERTAIN REQUIREMENTS DURING COLLEGE TO MAINTAIN ELIGIBILITY FOR YOUR 21st CENTURY SCHOLARSHIP. THE RESOURCES IN THIS GUIDE, AS WELL AS SUPPORT ON CAMPUS, WILL PROVIDE YOU WITH THE TOOLS AND INFORMATION YOU NEED TO KEEP YOUR SCHOLARSHIP.

1) Enroll full time

You must remain a full-time student, which requires taking a minimum of 12 credit hours during the fall and spring semesters. But keep in mind, unless you earned dual or Advanced Placement credits in high school, taking 12 credits per semester won't put you on track to complete the 30 credits per year needed to meet the completion requirement.

2) Complete 30 credit hours each year

You must complete at least 30 credit hours by the end of your first year in college, 60 hours by the end of your second year and 90 hours by the end of your third year to maintain eligibility for the full 21st Century Scholarship award. Scholars who complete fewer credits may receive a reduced award (about 35 percent of the full amount). The number of credits completed will be evaluated at the end of each academic year.

3) Maintain Satisfactory Academic Progress

You must also meet the Satisfactory Academic Progress (SAP) standards set by your college. SAP includes maintaining a minimum cumulative grade point average (GPA), which is 2.0 at most institutions, but check with your college's financial aid office to be sure.

4) Complete and file your FAFSA (Free Application for Federal Student Aid) each year

You must file your FAFSA between January 1 and March 10 each year to receive your scholarship for the next academic year. In addition, you must make any updates or corrections to your FAFSA by May 15. You can file online at **www.fafsa.gov**; to obtain your personal identification number (PIN), visit **www.pin.ed.gov**. If you have questions or need help, contact your financial aid office on campus.

5) Keep the Pledge

You must maintain the 21st Century Scholars Pledge that you took when you enrolled in the program to not use illegal drugs or alcohol or commit a crime or delinquent act.

Stay on top of your 21st Century Scholarship requirements.

- ✓ Stay in contact with your school's financial aid office.
- ✓ Get to know the eStudent website at **IN.gov/che/estudent**.
- ✓ Don't forget to check your college-issued email, online student account and online message boards.
- ✓ If your school has a campus-based 21st Century Scholars coordinator, contact him or her with questions. Find your college coordinator at **Scholars.IN.gov/colleges**.
- ✓ Visit **Scholars.IN.gov** for helpful resources and more information.

To learn more about your college requirements as a 21st Century Scholar, visit **Scholars.IN.gov/collegerequirements**.

Need help filing the FAFSA?

Consider attending a College Goal Sunday event in your area. These events in February provide college-bound students and their families FREE help completing the FAFSA at more than 40 sites across Indiana. Visit **CollegeGoalSunday.org** for details and locations.

Tips for completing 30 credit hours each year

There are many things you can do to make sure you meet the 30-credits-per-year completion requirement.

Take 15 to finish

Completing 15 credits each semester is the simplest way to earn 30 credits a year, maintain your scholarship eligibility and stay on track to earn your degree on time. Just remember: “15 to finish!”

Complete your courses

Completed credits refer to classes in which you earn a passing letter grade of D or higher. Classes that you fail (F), withdraw from (W) or receive an incomplete in (I) do not count toward the credit completion requirement for maintaining your 21st Century Scholarship.

Take advantage of credits earned in high school

College credits completed in high school (through dual-credit or Advanced Placement courses) count toward the credit completion requirement. Check with your academic advisor to make sure these credits have been applied to your credit total.

Use the summer

Credits completed during the summer term count toward the credit total. You can choose to defer a portion of your scholarship for use during the summer term to help you pay for summer classes. Contact your college financial aid office for details.

Plan remediation carefully


Some students may be required to take remedial courses during their first year of college. These courses review math and English skills you learned in high school to help you get ready for higher-level college courses. Up to 12 hours of remedial courses can count toward your 30-credits-per-year completion requirement, as long as they're earned during your first year in college.

Catch up on credits if you fall behind

If you don't complete 30 credit hours and earn the full scholarship award in a particular year, you can earn your way back into the Scholars program by completing additional credits the following year. For example, if you only completed 27 credits the first year, but completed 33 the second year for a total of 60, you would be eligible to start receiving the full award again in your third year of college.


Ask for help if disaster strikes

If you have special circumstances (like illness or death in the family) that keep you from meeting the credit completion minimum, you can appeal to have your award amount reinstated.



1ST SEMESTER		2ND SEMESTER	
ENG 101	4 hrs	ENG 201	4 hrs
MTH 101	3 hrs	BIO 101	4 hrs
COM 101	3 hrs	WES CIV	3 hrs
GEN STD	2 hrs	ART HST	2 hrs
SOC 101	3 hrs	ETHICS	2 hrs
TOTAL	15 hrs	TOTAL	15 hrs

FRESHMAN YEAR 30 CREDIT HOURS



What your 21st Century Scholarship covers

The ins and outs of your Scholars award

What does my 21st Century Scholarship pay for?

At in-state, public two-year and four-year colleges, your award covers up to 100 percent of tuition and some regularly assessed fees such as technology, student-activity and health-services fees. Your award pays part of the tuition at private or independent colleges and approved for-profit specialty or proprietary schools. (A list of colleges that accept the 21st Century Scholarship is available at [Scholars.IN.gov/eligiblecolleges](https://scholars.in.gov/eligiblecolleges).)

What expenses are NOT covered by my 21st Century Scholarship?

The cost of attending college goes way beyond tuition and fees. Your Scholars award does not cover:

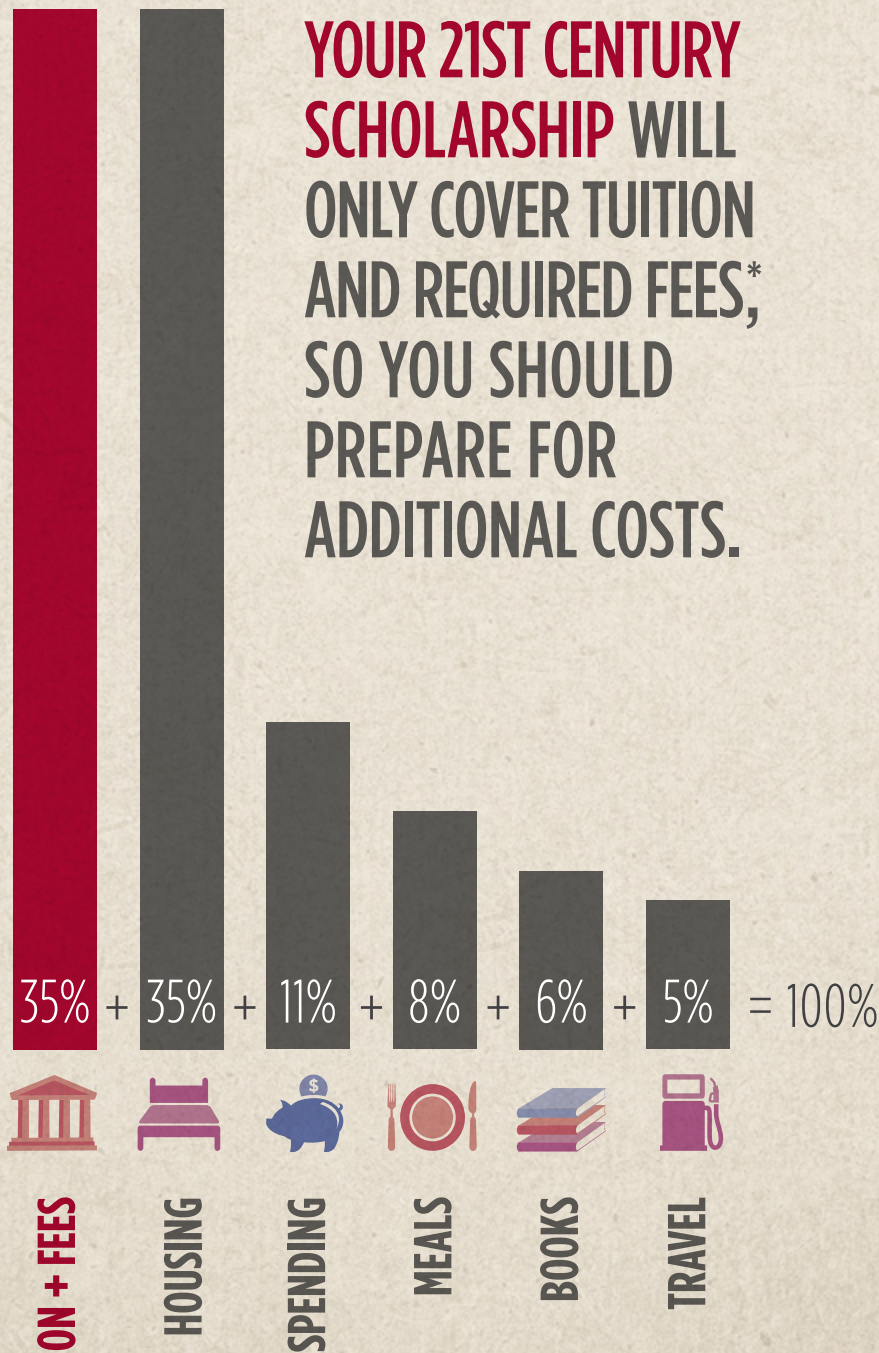
- Housing
- Meals
- Travel
- Spending money
- Books
- Other living expenses

If you receive other scholarships and grants that are not designated tuition-specific, your college or university can choose to apply these funds toward room, board or other expenses.

Will my college or university help me with other expenses?

Some Indiana colleges have extra funds available to help Scholars pay for additional expenses. These funds may be tied to participation in support programs, such as a mentoring program or a summer bridge program. Visit [Scholars.IN.gov/incentives](https://scholars.in.gov/incentives) to find out what additional funds or incentives (including waivers of application fees) are available for Scholars at your college or university. Your college's financial aid office might also be able to tell you more about additional funds.

YOUR 21ST CENTURY SCHOLARSHIP WILL ONLY COVER TUITION AND REQUIRED FEES*, SO YOU SHOULD PREPARE FOR ADDITIONAL COSTS.



*The 21st Century Scholarship covers up to four years of undergraduate tuition and regularly assessed fees at an approved public institution. The scholarship covers only a portion of tuition and fees at a private (independent) school. (Based on estimated college costs for in-state residents at a four-year public university. ABCnews.com via SayStudent.com.)

Keys to success in the college classroom

MAKING THE LEAP FROM HIGH SCHOOL TO COLLEGE IS CHALLENGING. COLLEGE CLASSES ARE MORE RIGOROUS AND DEMAND A HIGHER LEVEL OF THINKING. BUT THE BIGGEST CHALLENGE STUDENTS OFTEN FACE IS THE INDEPENDENCE OF COLLEGE LIFE AND THE EXPECTATIONS THAT COME WITH IT.

It's up to you (and only you) to go to class, complete assignments, ask questions, and spend adequate time studying and learning class material. These tips will help you start on the right track.

Plan your path to graduation

At Indiana public colleges, students should now receive a “degree map” that outlines the courses they need to take each semester to graduate college on time. Ask your academic advisor about your degree map and use it to help you schedule your courses each semester.

Go to class

The flexibility in college sometimes makes it seem like skipping class is okay, but most classes have an attendance policy. Plus, professors often cover material in class lectures and discussions that is not in the reading, and it's likely that this material will show up on exams and assignments.

Get to know your instructors

Your professors are there to help you succeed in class and in college overall. Introduce yourself; take advantage of office hours; say hello if you pass them on campus; and be an active, engaged participant in their classes.

Keep tabs on your syllabi

Most professors will provide a class syllabus — an overview of what topics will be covered during the course and a list of assignments, exams and due dates, as well as class policies. Use the syllabus to help you plan ahead for studying, completing assignments and preparing for exams. Complete reading assignments before class so you can participate in discussion and ask questions.

Seek help when you need it

If you find yourself struggling in a class, ask for help right away. Contact your professor to set up a meeting. Attend any review or help sessions your instructors offer. And most importantly, use your school's academic support services — writing center, math resource center, tutors, etc. That's why they're there!

Manage your time outside of class

In college, you'll spend much less time in class and more time studying than you did in high school. You must make the best use of those large chunks of time before, between and after classes. Dedicating time to studying every day should be a top priority.

I'M HAVING A HARD TIME BREAKING
DOWN THIS EQUATION. CAN WE
MEET AFTER CLASS?

$$r_{D,T}^0 = \frac{2\pi D^2}{c^2} \cdot \frac{h\nu}{[e^{h\nu/kT} - 1]}$$



Hitting the books

Between going to class and studying, being a full-time college student is a lot of work. A good rule to follow is to spend two hours of study time for every hour you spend in class per week. For instance, for a course that's two hours per week, plan for four hours of studying or working on assignments.

Why study?

In most college classes, the majority of your grade is determined by a handful of exams and assignments. Class participation and some homework may not count. It's up to you to study regularly and consistently so you're prepared for those exams.

When to study?

Make a daily schedule and commit to it. A well-planned weekly routine will help you make the most of your time outside of class.

Where to study?

College campuses offer many quiet study spaces. If you don't want to study in your room, go to the campus library or an empty classroom. Many residence centers, academic departments and other campus buildings have common study areas. Pick a place that's free from distractions.

Also, silence your cell phone and set it aside during study time. Smart phones, tablets and other devices not being used for assignments can be the worst distractions of all.

SAMPLE SCHEDULE

	MON.	TUES.	WED.	THUR.	FRI.	WEEKEND
8 AM	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Sleep in
9 AM	Biology 101	Work	Biology 101	Work	Biology 101	Breakfast
10 AM	Exercise		Exercise		Study	Intramurals
11 AM	Eng Comp 101	1st Year Seminar	Eng Comp 101	1st Year Seminar	Eng Comp 101	Work
NOON	Lunch		Lunch		Lunch	
1 PM	Study	Lunch	Study	Lunch	Study	
2 PM	Work	Sociology 101		Sociology 101	Work	Lunch
3 PM		Study		Study		Study
4 PM						
5 PM	Dinner	Dinner	Western Civilizations	Dinner	Dinner	
6 PM	Study	Study		Study	Fun!	Dinner
7 PM						Fun!
8 PM						
9 PM		Movie night!				

WITH EACH CLASS
YOU ARE TAKING,
PLAN FOR:

2 hours
STUDY TIME



FOR
EVERY

1 hour
CLASS TIME



First-year success and beyond

PREP I'm a SCHOLAR

Research shows that students who successfully complete their first year of college are more likely to return for a second year and eventually graduate. Here are some programs your college or university may offer to help make your transition to college a success.

The summer before you start

Participate in a summer bridge program. If available at your college, this is a great way to prepare for life as a college student. You will get to explore campus, develop academic skills, connect with staff and fellow students, and adjust to college life.

Before the first week of classes

Participate in welcome week and orientation programs. Many schools pack a variety of activities, events and orientation programs into the days before the first week of classes to help freshman students meet people, learn their way around campus and experience all that college has to offer. Orientation programs often fill up quickly, so be sure to ask about this opportunity as soon as you enroll in college.

The first semester of your first year

Take a first-year seminar (FYS) course. Also known as a freshman seminar, this course helps prepare you for the challenges of college academics, including helping you improve your writing, critical-thinking and discussion skills. You will also be connected to campus resources and learn tips to help you succeed in college.

The first year of college

Sign up for learning communities. This is a group of 20 to 30 students who share similar interests, majors or experiences and take several courses together. (At some schools, these students even live together in the same residence hall.) Instructors work together to relate assignments to one another and connect the ideas in each course.

Sign up for a career exploration course. If you have not decided on a major, this course can help you evaluate your interests and strengths, research career opportunities and develop an action plan for your future.

The first and second years of college

Participate in a mentoring program. A mentor is someone with college experience who you can go to for advice, answers or even just to talk, such as a student peer (perhaps an upper-level 21st Century Scholar) or a faculty or staff member. Check with your academic advisor, student services office or the 21st Century Scholars office to see if a mentoring program is available at your school.

IT PAYS TO STAY ON TRACK
AND GRADUATE ON TIME. CHECK
OUT THESE STATISTICS!



The cost of an additional year of college for Hoosier students, combining extra tuition, related costs and lost wages is **\$50,000**¹

Average STARTING salary for a college grad with a bachelor's degree is **\$45,000**²

60% OF JOBS will require education beyond high school by the year 2018³

Job security for college grads vs. high school grads is **50% HIGHER**⁴

1. Return on Investment Report, Indiana Commission for Higher Education
2. 2013 NACE Salary Survey, National Association of College and Employers
3. Help Wanted: Projections of Jobs and Education Requirements Through 2018, Georgetown University, Center on Education and the Workforce
4. Forbes.com

Getting involved outside the classroom

The more involved you are in your campus community, the more meaningful — and more fun — your college experience will be. There are plenty of reasons to make the most of your time outside the classroom. By getting involved, you:

- ✓ **Start off on the right path.** Studies show that students who are engaged inside and outside the classroom are more likely to stay in college and earn a degree.
- ✓ **Meet new people and pursue new interests.** You have an opportunity to create new circles of friends and discover new things you may enjoy.
- ✓ **Build a sense of community and connection to your school.** Participating in campus activities can quickly help you develop a sense of belonging at your school.
- ✓ **Carve yourself a niche.** Getting involved can help ease that sense of homesickness you might feel and make a new environment feel a bit cozier.
- ✓ **Boost your résumé.** You'll develop practical and interpersonal skills that show potential employers that you are a well-rounded person. Participate in extracurricular activities such as clubs and sports, and look for work, volunteer or internship opportunities.
- ✓ **Maintain balance.** Between studying, going to class and working, you'll need outlets for fun, healthy activities. But don't overextend yourself. School work should always be your first priority.

Ways to get involved

Your school offers many ways for you to get involved. Be proactive. If you live and work off campus, you may have to work a little harder to get engaged, but it's well worth the effort. This is your college experience — make it count.

Join a club. Most schools have a web page dedicated to student activities and organizations. Also, look for fliers posted on bulletin boards and other campus communications about call-out meetings and events.

Volunteer. Participate in community service activities. Some colleges and universities even offer academic credit for volunteer work (called service learning). Check with your advisor or your school's career services office to see how you can connect to volunteer opportunities.

Take part in recreational sports. Most colleges and universities offer a wide range of fitness classes, club sports and intramural sports. Visit your school's recreational sports center or its website to explore the variety of activities available.

Attend special events. Throughout the year, college campuses host a wide range of events, such as theatrical performances, special speakers, symposiums and more. Many of these events are free (or greatly discounted) for students. Check your campus events calendar for a schedule.

Don't miss out on special Scholars' events!

Many colleges have campus-based 21st Century Scholars programs that sponsor activities and events for their Scholars. From peer-mentoring groups to study tables to social events, these are great opportunities to meet and make friends with fellow Scholars.

Making the most of your college experience

There will be many opportunities during college to enhance your experience both academically and socially.

TGIF — It's the weekend!

After you've set aside time for studying and completing assignments, weekends are a great time to explore the campus and surrounding community.

There will be many school-sponsored events (films, concerts and sports events), and clubs, organizations and residence centers often host get-togethers. If you are new to the city or town, venture off campus and check out local attractions and community hotspots. Ask upperclassmen and students from around the area about fun (and no- or low-cost!) things to do off campus.

Thinking about heading home on the weekend?

Think again. It can be tempting to go home on the weekends. While an occasional visit home is fine — healthy, even — making it a habit can prevent you from engaging in your campus community. Make plans ahead of time so you have something to look forward to. And you can always ask your family to come to campus to visit you.

Experiential-, immersive- and service-learning courses

Many colleges and universities offer students an opportunity to extend their learning beyond the classroom. Contact your advisor to see what options might be available to you and how they fit into your academic plan.

Study abroad

At some schools, your 21st Century Scholarship can be used toward a study abroad program (though programs may be limited to those directly administered by your school). Some schools offer shorter summer- or winter-term study abroad trips for students who don't want or can't afford to spend an entire semester overseas.

If you are interested in studying overseas, first make an appointment with your school's study abroad office to see which programs are eligible for 21st Century Scholars. Then, visit your school's financial aid office to discuss funding options.



Balancing work and school

I'm a SCHOLAR

For many college students — Scholars and non-Scholars alike — juggling a job and a full course load is a necessity. Balancing the demands of both work and school is not easy. If you find yourself in this situation, consider working:

Part time rather than full time. Being a full-time student is a full-time job. Can you make ends meet by working less than 20 hours per week? Working while in college helps you organize your time and stay focused, but working too much takes away from valuable study time.

On campus rather than off campus. Working at a job on campus is a great way to help you manage your working-student role. Most colleges and universities offer numerous on-campus employment and work study opportunities. For assistance finding on-campus jobs, visit your school's student employment website or office.

It's important to create a budget and manage your money during college. For budgeting and saving tips, visit [IN.gov/cashforcollege](https://www.in.gov/cashforcollege).

Summer work opportunity for Scholars! As a 21st Century Scholar, you may be eligible for the **EARN Indiana Program**. This work study program provides students with financial need access to paid internships that build resumes and offer valuable experience. Visit [IN.gov/sfa](https://www.in.gov/sfa) and look up “EARN Indiana” for more information, a list of employers and directions for how to apply.

HI! I'M LOOKING FOR A JOB TO HELP
OUT WITH GAS MONEY, BOOK FEES
AND EXTRA MEALS OUT.

GREAT! DO YOU KNOW HOW MANY
HOURS YOU WANT TO WORK WEEKLY?
IS ON CAMPUS OK WITH YOU?

ON CAMPUS WOULD BE
GREAT. AND I'D PREFER TO WORK
20 HOURS OR LESS. I DON'T WANT
TO FALL BEHIND ON CLASS WORK.

THE INTRAMURAL OFFICE ON CAMPUS
IS LOOKING FOR AN ADMINISTRATIVE
ASSISTANT. DOES THAT INTEREST YOU?



Getting academic support

Your advisor's role

At most schools, students are assigned an academic advisor. Your advisor will help you develop an academic plan that will keep you on track to meet your educational goals and earn your degree. Remember, though: you are responsible for knowing your options and degree requirements. Own your plan and follow it through.

Stay in regular contact with your advisor and seek him or her out when you have questions.

Visit your advisor immediately if you are considering:

- Making course or schedule changes, such as adding, dropping or even switching classes;
- Changing your major;
- Transferring to another college or university; or
- Withdrawing from school all together.

These are big decisions that are not without consequences. Your advisor can help you navigate schedule-change deadlines (which often occur in the first two weeks of classes) and understand school policies so you don't jeopardize your academic record, your student status or your 21st Century Scholarship.

If you need additional support, seek assistance from the academic or student affairs office.

Campus offices and departments

As a 21st Century Scholar, it will be helpful to familiarize yourself with the following campus offices and departments.

Admissions office: helps students apply for and enroll in the college.

Academic affairs: typically oversees all academic-related services, including academic advising.

Bursar's office: in charge of billing and collecting fees for the college or university.

Financial aid office: responsible for determining students' financial need and awarding financial aid.

Registrar's office: in charge of registering students; managing records, such as schedules, transcripts and student information for current and past students; as well as providing educational support services, including assistance with dropping or adding classes.

Student affairs: typically oversees a wide range of programs and services to support students in their college experience, including student activities, student government, housing, counseling services and more.

Peers who can offer assistance

Teaching assistant (TA): an upper-level or graduate student who assists an instructor with a course; TAs often help teach the course, lead discussion sections and grade papers.

Resident advisor or assistant (RA): an upper-level, trained student leader who supervises a specific residence hall or section of a residence hall; RAs are trained to counsel students, answer questions and offer advice about college.

Mentor: an upper-level student, faculty or staff member who is experienced at navigating college and who can provide support, answer questions and offer advice to first-year college students.

Resources and contact information

Scholars.IN.gov

The 21st Century Scholars website is a comprehensive resource for you and your family to help you manage your scholarship.

Contact Information

Scholars helpline: **1-888-528-4719**

Email address: **Scholars@che.IN.gov**

Learn More Indiana

Learn More Indiana has answers to your questions about planning, preparing and paying for college completion and career success.

Website: **LearnMoreIndiana.org**

Helpline: **1-800-992-2076**

Facebook: **Facebook.com/LearnMoreIN**

Twitter: **Twitter.com/LearnMoreIN**

Keep your contact info updated. It's important that you receive notifications and updates from the 21st Century Scholars program to make sure you're on track for completing college. Please keep the program informed of any changes to your contact information. If your email address, mailing address, phone number or other information changes, contact 21st Century Scholars at 1-888-528-4719 or Scholars@che.IN.gov.

Local outreach coordinators

The 21st Century Scholars program has eight regional outreach coordinators throughout the state who are available to answer questions and direct Scholars to assistance. To find the coordinator in your area, visit **Scholars.IN.gov/staff**.

ScholarCorps members on campus

In addition to 21st Century Scholars staff members, Indiana supports AmeriCorps members on college campuses. These ScholarCorps members act as peer mentors to college freshman and sophomore 21st Century Scholars on each of their campuses, and many members are former Scholars!

ScholarCorps members can help connect you to campus resources and assistance. For a list of members on Indiana campuses, visit **Scholars.IN.gov/staff**.

Community partners

There may also be a community organization in your area that is a member of Learn More Indiana's College Success Coalition, a partnership of local organizations dedicated to increasing college access and success. Visit **LearnMoreIndiana.org/coalitions** to connect with partner organizations in your community.



Scholars.IN.gov



Scholars@che.IN.gov



1-888-528-4719

**The Indiana Commission
for Higher Education**

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A program of the
**Indiana Commission
for Higher Education and
Learn More Indiana**

YOU ARE WELL ON YOUR WAY TO **COLLEGE** AND **CAREER SUCCESS!**